

## South Central Louisiana Human Services Authority

### Board Meeting Minutes

December 3, 2015

**Members Present:** Ray Nicholas (Assumption), Herbert Barnes (Lafourche), Karen Lentini (St. Charles), Alisa Dunklin (St. James), Lynne Farlough (St. John), and Danny Smith (Terrebonne).

**Members Absent:** Viola Daigle (Lafourche)

**Guest in attendance:** Lisa Schilling (Executive Director), Kristin Bonner (Deputy Director), Janelle Folse (Fiscal Director), Wesley Cagle (DD Director), Melicia Levron, (HR Director) and Marian Palmisano (Secretary).

Agenda Item	Action Recommended/Outcome
Call to Order	Chairman Ray Nicholas called the meeting to order at 6:15 p.m.
Opening Prayer & Pledge of Allegiance	Chairman Nicholas led the prayer and Mr. Herbert Barnes led the Pledge of Allegiance.
Roll Call of Board Members	Secretary called the roll and indicated a quorum was present.
Approval of Minutes	Minutes from the October 8, 2015 meeting were reviewed. Ms. Karen Lentini motioned to approve the minutes of the October 8, 2015 Board Meeting, seconded by Ms. Alisa Dunklin, motion carried and minutes were approved.
Board Issues	<p><u>Board Member Travel Reimbursement:</u> Board Members were reminded to submit travel reimbursement forms.</p> <p><u>Review of Board Member Responsibilities:</u> Board Members were reminded to review the Board Member Responsibilities and forward any questions to Mr. Nicholas.</p> <p><u>Board Member Self-Evaluation:</u> Chairman Nicholas reminded Board Members to complete the Board Member Self-Evaluation and submit before the January Board Meeting.</p> <p><u>Board Member Resignation:</u> Chairman Nicholas reported a letter of resignation was received from Mr. Gordon Landry stating he was resigning due to health reasons. Ms. Schilling stated Terrebonne Parish Consolidated Government was notified of Mr. Landry's resignation and we were advised the vacancy would be filled after the New Parish President takes office in January 2016.</p> <p><u>Update on St. Mary Parish Board Position:</u> Ms. Schilling reported no further information was received and information was sent to St. Mary Parish President/Council as requested regarding the vacancy of the Board Member position.</p>
Executive Director Report	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> <li>• <u>Update on Bayou Health Transition:</u> Ms. Schilling states that the Bayou Health Transition was running as well as expected, billing glitches, etc. Ms. Schilling also reviewed the information received on November 30, 2015 for the OBH Authorization System (LaCAMS) for the uninsured for the Bayou Health Transition for implementation on December 1, 2015.</li> <li>• <u>Data Integration (CA to eCW):</u> Ms. Schilling gave a brief overview of Data Integration from CA to eCW and reviewed the cost estimates to retrieve/transfer data from CA to eCW. Waiting to hear if DHH will assist financially with this process.</li> <li>• <u>SCLHSA Property Status (Depreciation/Purchase):</u> Ms. Schilling gave a brief update/overview of the SCLHSA property status and the letter received addressing the depreciation value of the SCLHSA property. Waiting to hear back from DHH if LGE's will be required to buy back their own state property.</li> <li>• <u>Environmental Services Projects:</u> Ms. Schilling reviewed the Environmental Services Projects and gave an update and estimated timeframe of completion of each project below: <ul style="list-style-type: none"> <li>○ Lafourche Behavioral Health Center</li> <li>○ Belle Terre (RPAC)</li> <li>○ River Parishes Behavioral Health Center</li> <li>○ Pharmacy</li> <li>○ Capital Outlay Funds (\$985,000)</li> </ul> </li> </ul>

Agenda Item	Action Recommended/Outcome
Executive Director Report (cont'd)	<ul style="list-style-type: none"> <li>• <u>Code of Ethics Policy</u>: Ms. Schilling reviewed the highlighted revisions to the Code of Ethics Policy and the Preamble. <ul style="list-style-type: none"> <li>○ A motion was entertained to approve the revisions to the Code of Ethics Policy and the Preamble by Mrs. Lynne Farlough, seconded by Mr. Herbert Barnes, motion carried.</li> </ul> </li> <li>• <u>Budget Reduction Scenario</u>: Ms. Schilling reviewed the FY 16 2% SGF Budget Reduction Scenario submitted in November 2015 and approved by the Secretary.</li> </ul> <p><u>Financial Report</u>: Janelle Folve</p> <ul style="list-style-type: none"> <li>• <u>Monthly Budget Summary (October)</u>: Ms. Folve reviewed the FY 16 Budget Analysis for October as of 10/31/2015 including projected revenues/expenditures and the Legislative Appropriated Budget.</li> <li>• <u>Webcheck Report (October)</u>: Ms. Folve reviewed the FY 16 Webcheck Summary Report reflecting Collections and Projections for September as of 10/31/2015.</li> <li>• <u>Self-Generated Revenue Report (October)</u>: Ms. Folve reviewed the FY 2016 Self-Generated Revenue Report for September reflecting collections as of 10/31/15. <ul style="list-style-type: none"> <li>○ Motion to approve the FY 16 October Budget Analysis, the Webcheck Summary Report for October 2015 and the Self-Generated Revenue Report as of 10/30/2015 by Mr. Hebert Barnes, seconded by Mrs. Lynne Farlough, motion carried.</li> </ul> </li> </ul> <p><u>Operational Review</u>: Kristin Bonner</p> <ul style="list-style-type: none"> <li>• <u>1<sup>st</sup> Quarter LaPas</u>: Ms. Bonner reviewed the 1<sup>st</sup> Quarter LaPas Report.</li> <li>• <u>Quarterly Client Complaint Report</u>: Ms. Bonner reviewed the 1st Quarter Client Complaint Report.</li> <li>• <u>SCLHSA Satisfaction Survey Results</u>: Ms. Bonner reviewed the 1<sup>st</sup> Quarter Satisfaction Survey Results.</li> </ul> <p><u>Developmental Disabilities</u>: Wesley Cagle</p> <ul style="list-style-type: none"> <li>• <u>Program Statistics</u>: Mr. Cagle gave a brief update of the current DD Waiver status totaling 1154 waivers (799 NOW, 220 SW, 134 CC and 1 ROW). Mr. Cagle reported as of November 1, 2015 the NOW Waivers are no longer being offered. The waivers that were already being processed were able to be filled.</li> <li>• <u>Transformation Update</u>: Mr. Cagle stated no further information was received regarding the Transformation.</li> <li>• Mr. Cagle reported the “Empowerment through Employment” Conferences will be held on January 13, 2016 at Fletcher Technical College in Schriever and on January 14, 2016 at the St. John the Baptist Parish Library in Laplace. The conference is scheduled from 9:00am-3:00pm each day. The focus of the conference is to encourage/assist parents and family members to help their loved ones with developmental disabilities to gain employment.</li> </ul>
Old Business	None
New Business	<ul style="list-style-type: none"> <li>• Ms. Melicia Levron gave a brief update of the Affordable Care Act reviewing the standards to those eligible for insurance.</li> <li>• Ms. Schilling stated she and Misty Hebert attended a meeting at the Teche Action Clinic in Galliano. Ms. Schilling presented a brief overview of the services SCLHSA can offer/assist Lady of the Sea Hospital with behavioral health needs. Looking forward to begin services after January 1, 2016.</li> </ul>
Views and Comments by the Public	None
Consideration of Other Matters	<ul style="list-style-type: none"> <li>• Ms. Schilling reviewed the December Calendar of Events.</li> <li>• Ms. Schilling invited everyone to the Christmas Party on December 5, 2015 at the Moses Center in Thibodaux.</li> <li>• Chairman Nicholas stated the next Board meeting will be held on Thursday, January 14, 2016 6:00pm, at the SCLHSA Administration Office, 521 Legion Avenue, Houma.</li> </ul>
Adjournment	Motion to adjourn by Ms. Karen Lentini, seconded by Ms. Alisa Dunklin, motion carried. Meeting adjourned at 7:40pm.